University Libraries
Consolidated Annual Report, Planning Document and Budget Request
University Libraries

FY12 Budget

Personnel Services 3,353,259

Library Materials 1,516,200
  (reduced by $55,000 in FY11)

Development 50,004

Libraries – Operating 204,300

Development – Operating 15,000

Total 5,138,763
Library Personnel

Administrative 2
(Dean, Associate Dean)

Academic Support Professional 1/3
(Development Officer)

Faculty (as of 3/28/12) 18
(includes 2 vacant positions)

Civil Service 41
(includes 1 vacant position)

Students 59
University Libraries

2011 Accomplishments and Productivity
Enhanced Learning Culture

• Resource center for:
  – U.S. Patent and Trademark Office
  – Illinois Legal Aid Online Self-Help
AAS Guides-Watkins-SP 12
Guides for African American Studies Updated Spring 2012

Intro/Objectives

The Research Process

Research is the process of going up alleys to see if they are blind.

It's not like a leisurely drive on a freshly-paved road on your way to your friend's house - it takes work and time!

It's more like speeding down an old, unfamiliar highway, hitting every pothole, missing exit signs and having to back track, and not recognizing where you're going until you get there.

Objectives

- Become familiar with standard information retrieval tools in African American Studies
- Execute effective and efficient search strategies
- Retrieve the full-text of desired bibliographic items

If a race has no history, if it has no worthwhile tradition, it becomes a negligible factor in the thought of the world, and it stands in danger of being exterminated.

Carter G. Woodson
Founder of the Association for the Study of African American Life and History

My Profile

Sean Cordes

Contact Info
309-290-2705
Send Email

Links:
Profile & Guides
Subjects:
Educational Technology, Library Instruction
U. S. Patent & Trademark Resource Center

- Grand opening will be held in September.
- Provides a rich regional resource for small businesses, inventors and entrepreneurs.
- Provides the region with a unique body of scientific and technical services.
- Shifts focus from the “paper depository” concept to electronic information and specialized training.
Enhanced Learning Culture

• Let’s Talk About It: Making Sense of the Civil War (ALA Grant)
Enhanced Learning Culture

• Preservation of Regional History

http://collections.carli.illinois.edu/cdm4/index_wiu_sequel.php?CISOROOT=/wiu_sequel
Enhanced Learning Culture

• Staff developments and webinars
  – Writing Webinar
  – Developing 21st Century Skills
  – Is Self-Employment Right for You?
  – Millennials at Work (or Not)
  – Stop Managing Too Much With Too Little
Enhanced Learning Culture

• Prepared for migration to Desire2Learn
• Provided mobile reference
• Tested Adobe Connect web conferencing
• Tested the Application of QR code
• Implemented Jing software
• Redesigned Libraries’ website
Enhanced Culture for High Achieving Students

• Interns from English and Chemistry

• Illinois Regional Archives Depository (IRAD) interns in Archives

• Graduate Assistants from History, Instructional Design & Technology, Political Science, and RPTA
Access and Equity

- Graham Scholarships were awarded to the following Libraries’ student employees:
  - Sarah Ritter
  - Mercedes Taylor

- Established a $1,000 study abroad scholarship to assist students with travel expenses (to implement fall 2012).
2011 Events

Annual Book & Media Sale

Black History Month – program and exhibit

CARLI visit
2011 Events

Authors’ Reception

Blood Pressure Screening
by Nursing students

Astronomy Exhibit & Series
Physical Sciences Library
2011 Events

Fall Welcome Tables

Civil War Exhibit & Lecture By Larry Balsamo

Banned Books panel discussion
2011 Events

- ILeadU presentation
- ILA Conference - IL Author, Kathy Barclay
- National Library Workers’ Day
2011 Events

My Dear Aunt Martha

Listening Parties

Forensic Series & Exhibit
Facilities Enhancement & Deferred Maintenance

- Print release station has drastically reduced the paper waste

![Bar chart: Funds Spent on Paper & Toner]

- No paper has been purchased for FY12 (as of 12/31/11)
Facilities Enhancement & Deferred Maintenance

- Redesign of Digital Commons - a pilot for collaborative learning space and support technology

Grand Opening
April 26, 2012
Fiscal Responsibility & Accountability

- Responsible for university-wide records management
  - Communicate policies and managing workflow with campus offices
  - Communicate with State Archives on retention and disposal decisions
  - Manage internal/external usage of shredder
Fiscal Responsibility & Accountability

- Reorganized basement storage

Before

After
Fiscal Responsibility & Accountability

• Endowment from Elizabeth Kaspar to fund an annual lecture highlighting women in the fields of science, engineering and math
Fiscal Responsibility & Accountability

• Continue to receive and process gift materials – for CLEC (Children’s Literature Examination Center)

![CLEC Materials Chart]

CLEC item donations are essential to their collection.

We need faculty representation to continue working with CLEC.

Curriculum Library – $3,500 annual budget
Fiscal Responsibility & Accountability

• Extensive review of monograph and serial purchases to assess departmental spending and use patterns
  – 18,360 items were purchased 2006-2011
    • 68.6% have been circulated at least once
    • Average circulation level is at 50%
  – In 2011 $475,000 was spent on electronic resources
    • Of the 1.3 million searches, 652,000 articles were downloaded – at a cost of 73₵ per download versus a cost of $20/Article at $13,040,000.
CARLI’s VALUE TO Western Illinois University – FY 2011

<table>
<thead>
<tr>
<th></th>
<th>Western Illinois University INVESTED</th>
<th>VALUE to Western Illinois University for these products and services</th>
</tr>
</thead>
<tbody>
<tr>
<td>CARLI membership</td>
<td>$10,000</td>
<td></td>
</tr>
<tr>
<td>I-Share</td>
<td>$27,435</td>
<td>$431,455</td>
</tr>
<tr>
<td>Created content managed by CARLI (Internet Archive, CARLI Digital Collections on CONTENTdm)</td>
<td>-</td>
<td>$66,006</td>
</tr>
<tr>
<td>Subsidized Products and Services</td>
<td>-</td>
<td>$65,941</td>
</tr>
<tr>
<td>Brokered Products and Services</td>
<td>$233,238</td>
<td>$319,044</td>
</tr>
<tr>
<td>Education, training and networking</td>
<td></td>
<td>$3,300</td>
</tr>
<tr>
<td>ILDS</td>
<td>-</td>
<td>$4,500</td>
</tr>
<tr>
<td><strong>Total FY 2011</strong></td>
<td>$270,673</td>
<td>$890,245</td>
</tr>
</tbody>
</table>
Fiscal Responsibility & Accountability

- **Personnel changes:**
  - 2 faculty searches
    - Health Sciences Librarian (Unit A)
    - Instructional Services Librarian (Unit B)
  - 4 Civil Service positions audited
    - 3 upgrades
    - 1 waiting on results
  - 2 Civil Service position searches
    - Library Specialists – to extend library hours until 2 am
  - Felix Chu appointed Interim Associate Dean
<table>
<thead>
<tr>
<th>Service Function</th>
<th>2000</th>
<th>2010</th>
<th>2011</th>
<th>Percent Increase/Decrease (Between 2010 and 2011)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Circulation</td>
<td>47,403</td>
<td>27,008</td>
<td>24.951</td>
<td>8% decrease</td>
</tr>
<tr>
<td>Reserves (Traditional)</td>
<td>1,120</td>
<td>3,716</td>
<td>3,902</td>
<td>5% increase</td>
</tr>
<tr>
<td>Reserves (courses)</td>
<td>124 courses</td>
<td>330 courses</td>
<td>231 courses</td>
<td>30% decrease</td>
</tr>
<tr>
<td>E-Reserves</td>
<td>7 courses***</td>
<td>92 courses</td>
<td>75 courses</td>
<td>18% decrease</td>
</tr>
<tr>
<td>Gate Count</td>
<td>326,777</td>
<td>478,892</td>
<td>476,709</td>
<td>.5% decrease</td>
</tr>
<tr>
<td>Instructional Programs</td>
<td>120*</td>
<td>290</td>
<td>280</td>
<td>3% decrease</td>
</tr>
<tr>
<td>Interlibrary Loan Borrowed</td>
<td>11,319</td>
<td>15,265</td>
<td>15,552</td>
<td>2% increase</td>
</tr>
<tr>
<td>Interlibrary Loan Lending</td>
<td>17,602</td>
<td>16,611</td>
<td>16,226</td>
<td>2% decrease</td>
</tr>
<tr>
<td>Electronic Journal Access</td>
<td>Approx. 300</td>
<td>65,149</td>
<td>46,353</td>
<td>29% decrease</td>
</tr>
<tr>
<td>Reference Questions*</td>
<td>10,914**</td>
<td>7,277</td>
<td>6,493</td>
<td>11% decrease</td>
</tr>
<tr>
<td>Web Stats Pages viewed</td>
<td>2,138,156*</td>
<td>4,708,908</td>
<td>3,869,566</td>
<td>18% decrease</td>
</tr>
</tbody>
</table>

* 2002 data  ** 2003 data  *** 2006 data
Funds to enhance - grants

• “Building the Future with Community Health Information” NNLM subcontract
• Technology Improvement Award from NNLM
• “Illinois Legal Aid Online Self-Help Center” grant from Prairie State Legal Services and the Illinois Coalition for Equal Justice
• “Let’s Talk About It: Making Sense of the American Civil War” grant from ALA
Funds to enhance – reallocation

- Request to use reserve dollars (lapsing salaries) from both faculty and staff to upgrade library equipment and facilities and support library operations.
Enhance Learning Culture

• Support Student Learning
  – Transition to Desire2Learn platform
  – Integrate library resources/services into academic programs
  – Create programming addressing cultural and social needs
  – Foster employees’ continuing education development
Enhance Learning Culture

• Develop/Maintain collections of the WIU Libraries
  – Perform management activities: assessment, development, pursue open-access journals (examining and implementing new ways to match user needs to collection development)
Enhance Learning Culture

- Enhance technology innovation & implementation to provide delivery of quality resources, services & information
  - Explore social media and emerging information resources as a way to meet user needs
  - Support and implement new services and improve instruction
Increase Fiscal Responsibility, Accountability and Revenue

• Develop plans to establish a digital archive

• Obtain grant funding and donations

• Continue to review expenditures to meet staffing demands for academic needs
Promote Partnerships, Community Engagement, Outreach

- Maintain/enhance WIU Libraries as regional resource
- Raise the profile of WIU Libraries
- Foster additional collaborations/partnerships within the University
Develop & Maintain Functional, Attractive Physical & Virtual Spaces Supported by Appropriate Technology

- Upgrade equipment and facilities through new and reallocation of library funds
Technology Goals/Objectives

• Permanent funds for sustainable 4-year replacement cycle of technology

• Enhance access and use of library collections by digitizing selected materials
Reallocations/Reorganization

New Funds

Capitol Campaign

$666,185
$1,165,000
WIU Quad Cities

• One faculty is housed in the Quad Cities
• No additional faculty/staff are requested for FY13
• We will likely need additional staff during the next phase of the Riverfront Campus expansion
University Libraries

FY13 New Funding Requests
# New Funding Requests

## New Operating

<table>
<thead>
<tr>
<th>Description</th>
<th>Continuous Funding</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patent/Trademark Resource Center</td>
<td>2,500</td>
</tr>
<tr>
<td>Collection Materials</td>
<td>66,000</td>
</tr>
<tr>
<td>Security System ($60,000 one-time)</td>
<td>2,000</td>
</tr>
</tbody>
</table>

## Facilities

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>4 year Computer Replacement Plan ($200,000 one-time)</td>
<td>100,000</td>
</tr>
<tr>
<td>2nd floor Carpet Replacement ($200,000 one-time)</td>
<td></td>
</tr>
<tr>
<td>Compact Shelving for Archives ($300,000 one-time)</td>
<td></td>
</tr>
</tbody>
</table>
New Funding Request

**Staff Computers**
- 67 Staff computers - no warranty

**Public Computers (labs)**
- 80 Public computers – no warranty
Committees

Library staff serve on the following committees:

- Mobile Computing Task Force
- University Strategic Planning
- University Web Accessibility & iTAC
- CARLI I-Share Users Group
- Faculty Senate
Scholarly/Professional Activities

- Book Publications - 0
- Chapter/monograph/refereed article publications - 6
- Creative activities - 6
- Conference presentations - 9
Improving the WIU Libraries’ Experience